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Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Intelligence School

DATE: 28 May 1958

FROM : Chief, Intelligence Production Faculty

SUBJECT: Weekly Activities Report No. 21
21 May - 27 May 1958I. SIGNIFICANT ITEMS

Nothing to report.

II. OTHER ACTIVITIES

A. On Monday, 26 May, [] met with Messrs. [] of the DMS Staff to discuss plans to offer a writing workshop devoted to writing Agency regulations. A tentative class schedule was approved, and the first running of the course is tentatively planned for September.

B. On Monday, 26 May, [] to discuss the content of a one-week course to be given as a part of the revised JOT program.

C. On Friday, 23 May, [] and [] met to discuss progress of plans for training programs to be developed for ORR and OOR.

D. On Thursday, 22 May, [] Assistant to Chief of the Economic Research Area in ORP, to discuss modifying the Intelligence Research Techniques course to meet ORR needs.

E. On Wednesday, 21 May, [] lectured to the 10 class. His subject was "Production of Finished Intelligence."

F. On Friday, 23 May, thirteen students completed Reading Techniques No. 44. [] will conduct final interviews this week.

→ So far, the major requirement not now being met is for stepped-up instruction in writing.

→ I am encouraging cross-over between groups.

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